

KENTUCKY BOARD OF HOME INSPECTORS
MEETING MINUTES
May 12, 2015

A regular meeting of the Kentucky Board of Home Inspectors was held at the Office of Occupations and Professions in Frankfort, KY on May 12, 2015.

MEMBERS PRESENT

James A. Chandler, Chairman
Mark G. Oerther, Vice Chairman
Edward "Neal" Tong
Welford "Bud" Wenk
Ken Fister
Mariah Gratz

OCCUPATIONS AND PROFESSIONS STAFF

Lindsey Melton, Board Administrator

OFFICE OF THE ATTORNEY GENERAL

Brian Judy, Office of the Attorney General

GUESTS

Steve Keeney, PLI
Jason O'Leary, Home Team Inspections of Louisville

MEMBERS ABSENT

Robert P. Johnson
Mitch Buchanan
Kevin Farris

CALL TO ORDER

Mr. Chandler called the meeting to order at 10:21 a.m.

Mrs. Melton swore in new board member Mariah Gratz who will serve as the citizen at large member.

MINUTES

A motion was made by Mr. Fister to approve the meeting minutes from April 14, 2015. Mr. Wenk seconded that motion and it carried.

MONTHLY FINANCIAL REPORT

The financial statement for April 2015 was reviewed by the Board.

LICENSURE STATUS REPORT

There are currently 373 licensed Home Inspectors.

BOARD CHAIRMAN REPORT

Mr. Chandler spoke with Jack Coleman at the Division of Housing Building and Construction about the move back to their office. Mr. Chandler plans to sit down and speak with the office before the next meeting.

BOARD COUNSEL REPORT

Mr. Judy went over the regulation update of 6:010 and the revisions the Board requested in the April meeting. Mr. Oerther made a motion to accept the Regulation amendments and have Mr. Judy file by May 15, 2015. Mr. Tong seconded that motion and it carried. Mr. Oerther also made a motion to include some of the verbiage from KRS 4:11 into the regulation. Mr. Wenk seconded that motion and it carried.

The Board has several concerns over reporting of unlicensed activity in the state. At this time they would like to have a system in place where the public can report these issues and they can be addressed immediately. Mr. Judy explained that there is always the option to request these individuals come before the Board so that

they may be questioned or go through the hearing process. Mr. Oerther asked about having an Investigator that would be able to catch these individuals in the act. Steve Keeney from Professional Learning Institute recommended the Board ask the Division of Housing Building and Construction if they had an Investigator on staff that could assist the Board. Mr. Oerther made a motion that the Board ask DHBC if they have an Investigator that could perform a couple of investigations immediately and in the meantime the Board would put out another Request for Proposal for an Investigative contract with the Board and remove the trade requirement that has been in the agreement language in the past. Mr. Fister seconded that motion and it carried. Since the Board wants to handle these issues immediately Mr. Oerther made another motion that Mr. Chandler has the authority to go ahead and handle all negotiations regarding investigations. Mr. Fister seconded that motion and it carried. Mr. Chandler brought up a concern that was shared with him regarding unlicensed activity in Louisville as Rural Housing has been using an individual for inspections that is not licensed nor have they attempted to seek licensure. The Board requested this individual be sent a letter asking to come in and speak with the Board at their next meeting.

OCCUPATIONS AND PROFESSIONS REPORT

Executive Director Gordon Slone informed the Board that the office has hired two new employees and one of the two will be joining the Board at their next meeting as their new administrator. Mr. Slone also went over a financial statement cheat sheet that was created by Operations Section Supervisor Susan Ellis to help the Boards have a better understanding of how to review their financial reports given by O&P. Mr. Slone explained what each section of the statement means and what it represents for their budget. A member asked if the issue of a bad check from several months ago had been addressed. Mrs. Melton informed the Board that she would look into it and report back to the Board by their June meeting.

OLD BUSINESS

There was no old business to go over in the May meeting.

NEW BUSINESS

Mr. Oerther asked that the Complaints Committee create a procedural list for the complaints process. The committee will begin working on this and bring something back for the Board to review in June.

Mr. Oerther also asked if the Board was interested in removing the PDF list of licensees from the Boards website and creating a direct link to the Online License Verification System that the office uses to update information and holds their licensing information. This would also be more accurate information for the public to use.

EDUCATION COMMITTEE REPORT

The Education Committee made the following recommendations:

National Institute of Building Inspectors – Pre-Licensing Provider – **approved**

Mr. Wenk seconded the recommendations and they carried.

APPLICATIONS COMMITTEE

The Applications Committee recommended the following:

- Initial licensure applications to be approved – Jason O’Leary, John McCurry, Michael Race
- Renewal applications to be approved – Steven Graan, Garrett Gerard, Brian Gibbs, Melissa Florence, Jackie McNear, Adam Dyer, Randall Schaffer, Jordan Maynard

Mr. Wenk seconded the Committee’s recommendations and the motion carried.

COMPLAINTS COMMITTEE

The Complaints Committee reported the following cases are ongoing:

- Romancik
- 2014-01 - ongoing
- 2014-02 - ongoing
- 2014-07 – received response requesting additional time
- 14-KBHI-0251 – working on settlement agreement
- 14-KBHI-0341 – dismissed based on moot issue

During discussion of 14-KBHI-0251 Mr. Oerther made a motion to go into closed session pursuant to KRS 61.810(1) (c). Mr. Fister seconded that motion and it carried. Any non-member or visitor was asked to leave the room at this time. After discussion Mr. Fister made a motion for the Board to come out of closed sessions allowing all individuals to return to the conference room.

Mr. Oerther made a motion to dismiss 14-KBHI-0341 based on a moot issue. Mr. Fister seconded that motion and it carried.

TRAVEL AND PER DIEM

Mr. Fister made a motion to approve the travel and per diem for members attending today's meeting. The motion, seconded by Mr. Wenk, carried.

NEXT MEETING

The next meeting is scheduled for Tuesday, June 9, 2015 at 10:00am at the Office of Occupations and Professions in Frankfort, KY.

ADJOURNMENT

Mr. Wenk made a motion to adjourn at 1:22p.m. The motion was seconded by Mr. Fister and carried.

Minutes prepared by Lindsey Melton on May 27, 2015.